

Subject: Quarterly Reports & Invoice for Assessments
From: Donald Duckworth <duckworth.donald@gmail.com>
Date: 02/02/2017 10:12 AM
To: Rita Moreno <rita.moreno@lacity.org>
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My assistant, Elsie Lopez, will be bringing the referenced docs to you this am.
Please process our invoice asap. Thank you.

Let me know as I may assist I any way.